

**NOTICE OF THE REGULAR MEETING OF THE  
PIMA TOWN COUNCIL MINUTES  
November 2, 2021**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Town Council of the Town of Pima and the general public that the Town Council will hold its meeting on **Tuesday, November 2, 2021, beginning at 7:00pm, in the Pima Town Hall located at 110 W Center, Pima, Arizona 85543**

**Call to Order: Vice Mayor-Dale Rogers 7:00pm**

**Prayer: Dale Rogers**

**Pledge of Allegiance: Vernon Batty**

**Those Present: Manager Vernon Batty, Vice Mayor Dale Rogers, Lucas Hoopes, Sherrill Teeter, Teresa Bigler, Cody Marshall**

**Absent: Mayor C.B. Fletcher, council woman Deborah Barr**

**Approval of Minutes of the Regular Town Council Meeting held October 5, 2021. Action Motion to approve minutes: Lucas Hoopes 2<sup>nd</sup>: Dale Rogers Vote: unanimous**

**CALL TO THE PUBLIC**

Please submit a Request to Address the Town Council. The Council will hear brief comments (3min.) from the general public, and staff, but cannot discuss or take action on matters not posted on the agenda.

- 1. David Bell – Board Member of Chamber of Commerce, inviting the Town of Pima to the Merry Main Street and Tree Lighting Nov. 26, 2021.**
- 2. Martins will address as Item #8**

**DECLARATION ON CONFLICT OF INTEREST**

The council members and staff have a right to declare a conflict of interest. The declaration of a conflict of interest must be made prior to discussion of any agenda item in which Council members or staff members determine they have a conflict of interest.

**COUNCIL BUSINESS:**

- 1. Discussion and Possible Decision: American Rescue Plan Spending – Vernon B.**

**Vernon updated the council that the town has received \$428,160.60 so far from the \$854,321 and will receive the second half around July 2022. However, there are restrictions on how the town can spend the money, but sewer is one of the things it can be used for.**

- 2. Discussion and Possible Decision:** Upgrade of sewer lift stations, & new website system – Dennis Lines.

**Dennis Lines addressed the issue of the town's need to upgrade the 3 lift stations and update the current chart recorders that are outdated to a new website for the sewer and proposed to use the BID he found (CURE, co-owned by the owner of SIMON and has worked with the town and sewer for the last 38 yr.) that would cost approx. \$57,000 for the lift upgrade and about \$6000 for the updated website.**

**Motion to allow Public Works to use up to \$62,000 for both parts of the sewer upgrade project: Sherrill Teeter 2<sup>nd</sup>: Dale Rogers Vote: unanimous**

**Motion to allow Dennis to purchase new website to replace current chart recorders: Sherrill Teeter 2<sup>nd</sup>: Lucas Hoopes Vote: unanimous**

- 3. Discussion and Possible Decision:** OPIOD Settlement – Grant Walker.

**Grant Walker discussed that the Town of Pima signed the memorandum of understanding of this settlement and now need to address the agreement of accepting the money and designate who will sign and register the town to participate in this settlement by Nov. 12, 2021. In doing so, the town will then need to report how much money was received and what it is used for.**

**Motion to approve the OPIOD settlement and assign Vernon Batty as the signer for the town: Dale Rogers 2<sup>nd</sup>: Sherrill Teeter Vote: unanimous**

- 4. Discussion and Possible Decision:** Handling Donations from the Town- Vernon B.

**Vernon Batty discussed how in the past the Town of Pima has gone over budget in donations and moving forward, Vernon would like to reign it in by having donation requests be presented to the council before the following year's budget is put in place to stay within the budget, and allowing some leeway for requests that come in after the budget has been put in place. In the meantime, Vernon would like to be able to make the decision of who and what amount will be donated until the end of this fiscal year.**

**Motion to allow Manager Vernon B. to continue to allow donations made under his discretion up to the end of this fiscal year: Dale Rogers 2<sup>nd</sup>: Sherrill Teeter Vote: unanimous**

- 5. Discussion and Possible Decision:** Update on IGA with Pima Unified School District for (SRO) School Resource Officer - Vernon B.

**Vernon B. discussed to the council that the Town of Pima has an IGA with PUSD for SRO with the same officer for the past three years. The agreement states that**

**the Town will pay his salary and the school will pay his benefits. However, the IGA's have not been updated and signed and the town has not been sending an invoice to bill the school yet. Vernon Batty will talk to Superintendent Sean Rickert about getting up to date with the IGA's and payment.**

**Motion to have Vernon Batty get the IGA with Pima School District for the SRO (School Resource Officer) up to date: Dale Rogers 2<sup>nd</sup>: Sherrill Teeter Vote: unanimous**

- 6. Discussion and Possible Decision: Update on Personnel Manual – Dale Rogers. Dale Rogers discussed with the Council that he met with the Committee today and started the process of updating parts of the Town of Pima Personnel Manual in the Town Code. The first item discussed was the handling and use of Town Credit Card. It is not finalized and the committee will continue to meet until it is updated to their discretion and will be amended per legality requirements. They will meet again this month and Dale will keep the Council updated on the progress.**
- 7. Discussion and Possible Decision: Rural Arizona/Redistricting update – Vernon B. Vernon Batty discussed with the Council that the Council has already signed the petition to Redistrict Arizona to keep Rural Arizona but the need for individual letters from the Council would be helpful to have more voice in the matter and encouraged them to do so.**
- 8. Discussion and Possible Decision: Planning and Zoning updates – Jimmy Lofgreen. Jimmy Lofgreen presented 5 items to discuss/approve pertaining to Planning and Zoning of the Town-**
  - 1. Andy Peterson has resigned from the Planning and Zoning Board and the Board of Adjustments. Planning and Zoning Board would like to approve placing Diane Drobka in the Planning and Zoning Adjustments Board and advertise to replace Andy on the Planning and Zoning Board.**

**Motion to approve Diane Drobka on the Planning and Zoning Adjustments Board and advertise the Planning and Zoning position: Dale Rogers 2<sup>nd</sup>: Lucas Hoopes Vote: unanimous**

- 2. Planning and Zoning Board would like to add to the existing Town's Code section giving word for word on what is needed for a Building Permit, Fences, sidewalks, driveways, etc. with more precise verbiage.**

**Dale Rogers recommends that Vernon Batty takes revisions to the Town Attorney and be an agenda item for next meeting.**

- 3. The Memorial Location options – Planning and Zoning Board recommends to have the Memorial Location be at S Main 100 S – the Town owns this property, it is across from the School and the lot is large enough and visible. The other option in consideration is a section on Hwy 70 & 300 S. Planning and Zoning**

Board does not feel this would be the best location because of accessibility and dirt work required and does the Town even own this property is in question. Lucas Hoopes suggested to have it on the highway location as it would attract more visitors vs. being across from the school mostly getting kids viewing it... Rane Jones suggested putting a sign on the highway to direct traffic to the site across from the school if that is where it ends up being.... Jimmy pointed out that the flag poles would be visible even from the highway even if the location was across from the school.... Sherrill Teeter reminded the Council that the Donor of the Flag poles has been waiting 4 years for this memorial to be put in place.....

Motion to table this item, pending cost differences to land prep both locations, and ownership of the hwy 70 location: Dale Rogers 2<sup>nd</sup>: Lucas Hoopes Vote: unanimous

4. Martin property on hwy 70.- They would like to swap the piece of property they currently own with the piece of property owned by the Town of Pima that is located right next to their property.

Lucas Hoopes asked Attorney Walker what the land swap legalities are, Walker mentioned the Town needs to get fair value.

Martins pointed out that both pieces of property are .32 acres and value is the same.

Motion for the Town of Pima to make the land swap with the Martins piece of property : Dale Rogers 2<sup>nd</sup>: Sherrill Teeter Vote: unanimous

5. Industrial Zone Regulations/Redistricting- Planning and Zoning Board would like to model after municipalities of surrounding towns and proposing two options...

A. Single Industrial Zone

B. Split into Light and Heavy Industrial Zone

The Planning and Zoning Board is currently trying to work with the two buildings that are out by the cemetery that are on land that was not properly created as an Industrial Zone and not to code....

Jimmy informed Council they will be meeting again on November 18, 2021 @7pm and suggests Council members attend this meeting.

Recommendation by Dale Rogers to review these suggestions and put on the agenda for next Council meeting.

9. Discussion and Possible Decision: Personnel Matters – Vernon B.

A. Motion to adjourn to executive session: (A.R.S. 38-431.03A3) (A.R.S. 38-431- 03A1) Dale Rogers 2<sup>nd</sup>: Sherrill Teeter Vote: unanimous

Adjourn: 8:29pm

**Motion to adjourn executive session: Sherrill Teeter 2<sup>nd</sup>: Dale Rogers Vote: unanimous Adjourn: 8:43pm**

**Motion to return to regular meeting: Sherrill Teeter 2<sup>nd</sup>: Lucas Hoopes Vote: unanimous Return: 8:44pm**

**B. Motion to update personnel matters: Motion to offer Jimmy Lofgreen a 25% raise to compensate for the Planning and Zoning Director: Sherril Teeter 2<sup>nd</sup>: Lucas Hoopes Vote: unanimous**

**DEPARTMENT BUSINESS:**

CITY SERVICES

SANITATION

PUBLIC WORKS

EMERGENCY SERVICES

BUILDING PERMIT REPORT

**CONSENT AGENDA:**

**MANAGER'S REPORT**

- A. American Tower- business for this matter was approved at last meeting, and Vernon stated it will take approx. 15 bussiness days for them to draft an agreement with the Town of Pima after they have received title....**
- B. Town Sign- Vernon reached out to Rick Merrill to see if his fabrication business could make a road sign for the Town of Pima, He is willing to as soon as he can....**
- C. Cemetery Land- trying to move forward to extend the cemetery, the land split is done (owned by Jay Smith), just waiting for it to be signed**

**FINANCIAL REPORT- Dale Rogers questioned payment to Sparklight, and PowerPlan**

**PLANNING AND ZONING**

**POLICE REPORT- Diane Cauthen-Police Department is doing good**

**LIBRARY REPORT – Rane Jones informed about success of lego class**

**ADJOURNMENT: Motion to adjourn: Lucas Hoopes 2<sup>nd</sup>: Dale Rogers Vote: unanimous Adjourn: 8:57pm**




**DURING OR AFTER THE TOWN COUNCIL MEETING WHICH BEGINS ON November 2, 2021,  
7PM THE COUNCIL MAY ADJOURN TO EXECUTIVE SESSION.**

1. Consultation/Discussion with Attorney for legal Advice regarding personnel (A.R.S. 38-431.03A3) (A.R.S. 38-431-03A1)
2. Discussion or consultation for advice with Town Attorney (A.R.S. 38-431.03A3)
3. Discussion and possible decision concerning personnel, financial and property issues.

**\*\*\*Section 504 of the Rehabilitation Act & Title II of the Americans with Disabilities Act prohibits discrimination based on disability in public meetings. Individuals with disabilities who need a reasonable accommodation to participate in these meetings, or who require this information in an alternate format, may call the Town of Pima at 485-2611 or TDD (928) 428-0778, as soon as possible to allow sufficient time to arrange for the accommodation.**

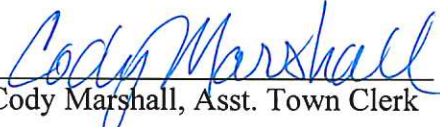
APPROVED:

  
\_\_\_\_\_  
Vernon Batty, Town Manager

  
\_\_\_\_\_  
Town Council Member

CERTIFICATION

I herby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Pima held on this 2<sup>nd</sup> day of November 2021. I further certify that the meeting was duly called and held and that a quorum was present.

  
\_\_\_\_\_  
Cody Marshall, Asst. Town Clerk